

# Wigginton Old School Board of Trustees

## Charity No. 517365

Minutes of the Annual Meeting of the Wigginton Old School Board of Trustees on Tuesday 8<sup>th</sup> May 2012 at 1900 in the Old School Community Hall, Wigginton.

### **12/001 Present**

Cllr P Vaughan Chair, Cllrs Douglas, Mrs N Joy-Smith, Mr W Tomlinson and Mr D Geary.

### **12/002 Apologies for Absence**

Cllr Jeffrey and Mr P Smith

### **12/003 Election of Chair**

Cllr Vaughan was re-elected

### **12/004 Minutes of Previous Meeting**

**Resolved** that the minutes of the previous meeting held on 13/03/12 be accepted as a true record.

The Chair signed the minutes of the previous meetings.

### **12/005 Matters Arising**

a) Insurance.

The secretary reported that the insurance policy held with Allied Westminster has been renewed.

b) Furniture

The secretary informed the meeting that the new furniture will be delivered this week.

c) Secretarial costs

The Chair asked that the secretarial costs of the Old School administration be included on the next meeting's agenda.

### **12/006 To Approve the Accounts for 2011-12**

The audited accounts having previously been circulated were approved and accepted. The Chair and Secretary signed the accounts.

### **12/007 Financial update**

The Secretary informed the meeting of the current financial position of the Old School with projected income and expenditure for the year 2012-13. Although bookings are down at this stage, which will impact on income, the situation is nevertheless good. It was agreed that the proposed first phase of building repairs and repainting be commenced. The secretary will monitor income and expenditure and advise members accordingly throughout the year. Members also discussed ways of promoting the use of the Old School.

**Resolved** that the Accounts and financial update be accepted and members kept informed of the financial position of the Old school throughout the year and that the Chair will arrange a suitable ex gratia gift to the auditor who makes no charge for his work. The secretary will prepare an article for inclusion in Outlook about the Old School and members will consider a possible open day on completion of the works programme.

**12/008 Improvements to the Old School.**

The secretary informed the meeting that David Hays property maintenance company will be asked to commence the works programme once their revised guttering quotation is received.

SB Joinery will be asked to install the car park/allotment gate as soon as possible.

**Resolved** that the secretary discuss the commencement of works programme with the contractors and progress the work to a satisfactory conclusion.

**12/009 Other Business**

None

**12/010 Date of Next Meeting**

**Resolved** that the next meeting of the Wigginton Old School Board of trustees will be held on Tuesday 17<sup>th</sup> July 2012 at 1900.

**Signed**.....**Date**.....